

ITEM # 1 Joanne Allen, Vice-Chairman, called the meeting to order at 7:30 P.M., on Thursday June 12, 2003.

ITEM # 2—ROLL CALL PRESENT: Joanne Allen
Lynne Gregory
Audre Zembrzuski
Steve Zhang, Student Representative

STAFF: Brian Stoutenburg, Library Director

Motioned by Zembrzuski
Supported by Gregory

Moved to excuse Brian Griffin and Nancy Wheeler.

Yeas: 3 — Ayes. Allen, Gregory, Zembrzuski.

ITEM # 3 APPROVAL OF MINUTES OF MEETING OF MAY 1, 2003

Motioned by Zembrzuski
Supported by Gregory

MOVED, TO APPROVE THE MINUTES OF THE MEETING OF MAY 1, 2003.

Yeas: 3 — Ayes. Allen, Gregory, Zembrzuski

ITEM # 4 APPROVAL OF AGENDA

Motioned by Gregory
Supported by Zembrzuski

MOVED, TO APPROVE AGENDA AS AMENDED

Yeas: 3 — Ayes. Allen, Gregory, Zembrzuski

ITEM #5 — POSTPONED ITEMS

None

ITEM #6 REGULAR BUSINESS

- A. Space Needs/Feasibility Study – A discussion was held outlining the process of an RFP, forming a task committee of Board members, Friend's Board members, staff and students, creating an evaluation form, and making visits to newer libraries in the area. Further discussion is scheduled for next meeting.

B. Behavior Policy in the Library – A discussion was held outlining issues around eating and drinking, cell phone use, sleeping and enforcement. The discussion will continue at next meeting.

C. Election of Officers – This item was postponed until next meeting.

ITEM #7 — REPORT AND COMMUNICATIONS

Director's report:

The parking lot is under construction and will take about a month to complete. New entryway carpet has been installed and the interior painting has begun.

Board Member comments.

Zembrzusi commented that the Asian Heritage program that was part of the Shared Inheritances series at the Library was excellent and well received. She asked if a videotape could be secured from Community Affairs. Gregory asked where staff was parking during the construction – at remote lots requiring a bit more walking.

Friends of the Library.

Minutes from the Annual Meeting were noted. Several Friends and Stoutenburg attended the Friends of the Library USA Linking in Flint where the main topic was advocacy.

Monthly Reports (May).

Circulation for the month of May compared with the same time period a year ago showed an increase of 15.2%. There was an increase in Patron visits by 7.1%. Program attendance was up 10%. The number of library programs offered was down 4%. As of the end of May we have already surpassed the number of items checked out for the entire fiscal year 2001/02. Electronic Database use was up by 118%.

Staff Changes.

New Employees: Lauren Fowler, Library Assistant; Mary Newton, Substitute Librarian; Chelsea Zaug, Page.

Resigned: Vani Balagopalan, Page; Annette Ponichter, Library Aide.

Gifts.

One gift of \$200.00 was received.

Informational Items.

June TPL Calendar, SLC Board Minutes (April, 2003), MLA Michigan Libraries (May/June 2003).

Contacts and Correspondence.

19 written comments from the public were reviewed.

Public Participation. There was no public participation.

The Library Advisory Board meeting adjourned at 8:40 P.M.

Respectively submitted,

Brian Stoutenburg
Library Director